

**LOCAL EMERGENCY PLANNING COMMITTEE**  
Knox County EMA- 301 Park St.-Rockland, ME 04841  
Web Site: [www.knoxcountymaine.gov/ema](http://www.knoxcountymaine.gov/ema)

5/2/17 LEPC Meeting

The meeting was called to order at 1032 hrs. by Ray Sisk, Treasurer at Knox County EMA Office.

**Meeting Attendees:**

Ray Sisk	Knox Cty. EMA Director	Foner Curtis	Lonza
Laurie Beckwith	PBMC	Robert J. Williams	ME DEP
Peta vanVurren	RDNA		

The minutes of the LEPC minutes for 2/7/17 were approved by Robert Williams and seconded Laurie Beckwith. All were in favor.

**Secretary's Report:**

**Correspondence:**

Emails from Faith Mayer: Tier 2 Facilities with Off Site Consequences; Ammonia Training; Ammonia Training Safety Day

Tier 2 Reports received: See attached list

Emails from SERC: FW: CSB Releases Final Report into 2015 Explosion at ExxonMobil Refinery in Torrance, Ca; Revised Expenditure Guidelines for HMEP funding; Extended life on certain SCBA bottles and testing procedures for extending the life; Pipeline Safety Awareness training; FW: [serc\_terc\_monthly\_update] June 2017 Edition

**Treasurer's Report:**

Received April 2017: LEPC Grant Reimbursements: LEPC Stipend: \$1151.46; Interest April 2017 - \$21.22; HM8073-\$2597.44; HM8075 \$675.00

Received May 2017: LEPC Grant Reimbursements: Interest May 2017: \$19.04; HM8073-\$1705.12; HM8075- \$11789.34

Bills pd. out in April 2017: Personal Services: \$304.11; General Operating Expenses: \$58.69; HM18049- \$17.22; HM8073- \$2085.99; HM8075- \$780.33.

Bills pd out in May 2017: Personal Services: \$327.52; General Operating Expenses: \$58.69; HM 8049- \$406.90; HM 8073 -\$2069.24; HM 8075-\$1662.90

LEPC Operational Fund balance as of April 2017	\$ 852.50
Grant and other fund balances as of April 2017	<u>\$ 92604.15</u>
Total balance in checkbook as of April 2017	\$ 93456.65

We received a invoice from the Knox County Mutual Aid Association for the amount of \$4271.47 which is from the HAZMAT/Chemical Safety related to the training of the RRT which we no longer have in the County.

Laurie Beckwith made the motion to accept the report and Linwood Lothrop seconded the motion. All were in favor.

**Training & Exercises updates:**

**Training Funds for Knox County for FY 18 is \$6571.30.**

**Training updates:** *Knox County LEPC has \$6,197.46 available for responder/facility HAZMAT/Chemical Safety related training for the period Jul 1, 2015 thru Jun 30, 2016.*

ICS 402 – ICS Overview	Knox County EMA	30 Aug 2017 (Noon & 5 PM)
Interview & Forensic Statement Analysis	Knox EMA	Sept 26-28, 2017
Law Enforcement Exercise	PBMC	June 19, 2017

**Exercises**

Pen Bay Active Threat Series	In-planning stages for 2017	
Fire and Ice Exercise Series	Ice Storm Recovery on June 22.	MEMA and possible all counties and some towns.

There were 6 from the LEPC committee that attended the Annual Preparedness Conference, 2 from Pen Bay Medical Center and there were 4 from Knox County that was involved with breakout sessions. There was some discussion about the overall conference.

Ray explained what the Essentials of Community Security (May 25, 0800 to 1200 Hrs.), Community Preparedness for Cyber Incident Training Course (May 25 1200 to 1700 hrs.) (May 26 from 0800 hrs. to 1700 hrs.)

Pen Bay Active Threat Series – Laurie is going to be working on getting the Rockport PD to walk thru the facility. There was discussion on this.

Fire and Ice Exercise – the 1<sup>st</sup> functional is May 18, here at the EOC from 8:30 – 1200, we have about a half a dozen towns coming in and CMP as well as PBMC. There was discussion. June 22 – Recovery from Ice Storm; September 21 is a response to the space weather event and Oct 26 is a recovery from the space weather event. Ray spoke about this exercise.

**New Business:**

- **LEPC Budget Development SFY-18**

**Workplan-** Draft for the upcoming year was distributed and discussed. One addition bulletized for staff backups. Draft work plan will be finalized at next meeting. Ray reviewed the LEPC Model Work Plan with the committee. We believe we may now have to add a new semi-annual report but will await more definitive guidance from SERC.

**Budget-** Available funding is down about \$300 depending on which budget figure you look at from the two that have been officially distributed. Our budget draft shows us spending about \$100 over one of the figures and less than the other. We will not be able to offer an increase for the LEPC clerk who is now several years behind her regular county employee pay at this particular rate. We will finalize this also at the next regular meeting.

**Meeting Attendance** With not having our 3 EHS facilities here at the meeting it feels like we are not getting our LEPC work done. There was discussion on how the attendance is going down and what we can do to bring the attendance back up. Peta will be coming in and working with Donna to find out the Hazardous waste schedule.

**Old/Miscellaneous Business:**

- Knox County Mutual Aid Association Status – They are now formally cooperated and set us as a 501C3. We have the process worked out for them to move some of the funding we are holding for them over to them.

- We are scheduled for our presentation to SERC in July 2019.
- Next regular LEPC meeting will be June 6, 2017 at 10:30 AM. Please take the drafts and go over them so that we can finalize the workplan and budget at the next meeting.

Foner Curtis made a motion and Bob Williams seconded the motion to adjourn. All were in favor.

Meeting Adjourned: 11:40 AM.

Respectfully submitted,

Donna Allen  
LEPC Secretary